



**PORTOLA
SPRINGS**

August 19, 2024

To: Portola Springs Community Association Owners
Re: Adopted Revisions/Changes to Association Rules and Regulations, Design Guidelines, and Delinquency Policy

Dear Community Members:

The Board of Directors provided the above noted proposed changes to the Rules and Regulations, Design Guidelines, and Delinquency Policy to the Community for 28-day comment. Upon expiration of the 28-day comment period the Board of Directors held a duly noticed Special Meeting for the purpose of voting to adopt the proposed changes. After thorough review and consideration of all comments received from the Community, the Board members in attendance voted unanimously to approve the updates as presented, effective August 19, 2024. Upon adoption the updated documents were posted to the Homeowner Portal.

As a reminder, the adopted changes included:

- Clarification on pool area shower and bathroom usage and the prohibition of personal grooming activities like shaving.
- Expanding the Tennis Court Rules to address the addition of a Pickleball court in the Community.
- Prohibition of “disruptive” electronic devices in the Tennis/Pickleball courts.
- Clarification on park closure times to allow for modifications based on posted signage.
- Clarification on prohibited behavior in the playground areas.
- Prohibition of all wheeled vehicles or riding equipment on the Basketball Court.
- Prohibition of bikes with a wheel diameter greater than 16 inches in the playground area.
- Allowance for the installation of “doorbell” cameras without Association review (contingent upon meeting noted requirements). All other exterior cameras must go through the Architectural Review process.
- Allowance for the installation of solar panels on the front facing roof surfaces so long as all City, County, and Statement codes have been met. An Architectural Application must be submitted for review.
- Delinquency Policy Update - Late notice fees will be assessed after a regular or special assessment remains unpaid for more than 30 days instead of 15.

We want to emphasize the importance of reading the new rules and encourage homeowners not living in the community to ensure their tenants have received the enclosed rules.

Should you have any questions, please contact your Community Manager, Ellis Calvillo, by emailing ecalvillo@keystonepacific.com.

Sincerely,

Your Board of Directors
Portola Springs Community Association

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